Windows 2000 Steering Committee
December 22, 2000

Attendees:
Greg Arndt, DOP
Arlene Smith, L&I
Bob Griesel, OFM
Phil Grigg, GA
Charlie Johnson, DSHS
Keith Kawamura, GA
Susie Smith, SAO
John Ditto, DIS
Mike McVicker, DIS
Dean Schwickerath, DOL
Julian So, DOR
Jane Rasmussen, Microsoft

Agenda:
Project Plan
Microsoft Solutions Framework
Issues
Next Meeting

Project Plan:
The project plan has been restructured to show concurrently running tasks, critical links and their expected completion date. Each task timeline is shown as a window of time.

A draft of the "naming conventions" document for the Windows 2000 multi-agency forest infrastructure is the first deliverable due January 18th. The project's test pilot root server is also expected to be available on that date. The production root server is anticipated to be online by the end of April.

Lance Calisch from DIS has been appointed Project Manager for the Windows 2000 Development Group team.

Dave Salang from DOP has joined the Windows 2000 Development Group.

Microsoft Solutions Framework:
Jane Rasmussen from Microsoft shared handouts with the committee to assist them in understanding the Microsoft Solutions Framework approach for successful IT project implementations, including infrastructure and enterprise projects.

Issues:
The positive reasons for agencies to join the Windows 2000 multi-agency forest infrastructure must be defined as well as the lost costs and opportunities if agencies do not attach to the shared root. The benefits must outweigh the negatives. The purpose of

the Windows 2000 Development Group is to provide agencies interested in joining the root forest with a solid structure for achieving this, including documentation and support.

The Windows 2000 Development Group project is based on a focused / limited initial scope with a deliverable of a documented production root. The scope for Windows 2000 in relation to digital government, government entities, political subdivisions, commercial and public sectors is still under development.

The need for ongoing resources beyond the existing project should be addressed as part of the overall project.

In relation to scope development DIS will review their customer base as it relates to the multi-agency Windows 2000 forest. How will the state accommodate community colleges and K-20 in this environment? There is no collaborative security effort between DIS and K-20 at this time. Documentation addressing this issue needs to be developed.

Exchange 5.5 / Active Directory (related issues) will need to be handled as a separate project following or in conjunction with the existing Windows 2000 Development Group project. The scope, resources and timeline for the current project does not allow for Exchange to be addressed.

Deliverables to the Steering Committee:
- ❑ High Level explanation of Windows 2000 and Active Directory from Microsoft
- ❑ Risks to the project and the mitigation points from Caesar Cunningham
- ❑ Project Vision/Scope to be developed with Microsoft assistance

Next Meeting:
The next meeting is scheduled for Friday, January 5th, at 9:00 a.m. in room 204F of the General Administration Building.

On January 12th, 8:30 – 12:00, Microsoft will provide an educational, high-level overview of Windows 2000 and Active Directory as it relates to the statewide enterprise model. The location is to be announced.